

**TRANSPORTATION AUTHORITY OF MARIN (TAM)  
EXECUTIVE COMMITTEE MEETING  
OCTOBER 12, 2005**

Commissioner members present: Al Boro, Vice-Chair, City of San Rafael  
Peter Breen, Town of San Anselmo  
Alice Fredericks, Town of Tiburon  
Joan Lundstrom, City of Larkspur  
Cynthia Murray, Marin County Board of Supervisors

Commissioner members absent: Steve Kinsey, Chair, Marin County Board of Supervisors  
Lew Tremaine, Town of Fairfax

Staff members present: Dianne Steinhauser, TAM Executive Director  
Craig Tackabery, Assistant Director  
Bill Whitney, Senior Civil Engineer  
Kathleen Booth, Recording Secretary  
Nolte consultant team

*Vice Chair Boro called the meeting to order at 2:10 p.m.*

**1. Approval of Minutes from September 14, 2005 Meetings**

The minutes from September 14, 2005 were approved without revision.

**2. Executive Director's Report**

RM2

Executive Director Steinhauser reported working with the City of Larkspur to implement by change order, widening of Sir Francis Drake directly underneath the freeway interchange at 101. This project will be funded out of RM2. The contractors recommended price coming back was \$600,000 versus the \$300,000 that had been originally estimated to do the work. Understanding of that increase is that it had a lot to do with the price of asphalt. Staff have been talking with the City of Larkspur about the ability to find local funds and they found it difficult. Staff proposes bringing a recommendation to the TAM Board at the end of October to amend the request for funding from MTC and increase the RM 2 funds from \$300,000 to \$600,000.

Bill Whitney of TAM staff stated that the original MTC scheduled allocation amount was \$430,000 to the project. Staff thought the bids were going to be much less and asked for \$330,000. MTC has already committed an extra \$100,000 toward the project. We are still \$170,000 short.

Executive Director Steinhauser stated it would still need to come to the TAM board in October for action as time is critical to complete the work by change order. MTC has indicated it will approve the increase administratively once the TAM Board takes action, as is required in the RM2 policies and procedures.

Commissioner Lundstrom stated it is the first RM2 to get done, and it has great public benefit because it is not a local road, but an onramp to 101. It is a visible project and a unique opportunity, and the timing is important.

#### Administrative Set-up

Executive Director Steinhauser reported there was no Administrative Set-up report in the packet today. There were only a few minor changes and there are a number of items in the works. This includes working with the recommended brokers, looking for a TAM office site, and working with the human resources consultant. She plans to bring to the Commission a summary of the activities in November.

#### Strategic Plan

Executive Director Steinhauser stated there was a staff report in the packet to discuss Strategic Plan policy elements and schedule. There is a draft schedule included; based on very recent information, the schedule will be changed from what is in the packet.

### **3. Safe Routes to School Parent Survey and SchoolPool Program -**

Assistant Director Craig Tackabery talked about status of the School Pool program issues. The TAM Safe Routes to School program work scope includes a task for the evaluation of the existing program. As part of this task, a survey will be distributed to parents from participating schools in order to assess the strengths and weaknesses of the program. The survey will also seek to identify opportunities and obstacles for achieving a successful program. The findings from the survey will provide the SR2S team and TAM with information on the effectiveness of the SR2S program and recommendations for changes and additions to the program.

Staff is considering a number of options regarding the implementation of the carpooling element of the Safe Routes to School Program. Additional requirements can make the currently scoped program more costly and time consuming to carry out. Options and strategies for continuing the program will be discussed at the meeting. At this time there are no recommendations on School Pool.

#### Safe Routes to School Parent Survey

The Executive Committee was asked to review the survey and provide feedback on its content.

Commissioner Fredericks questioned assumptions that all parents are aware of the programs. Should parents be aware of all programs? She suggested put a 1 if child participated and put a 2 if they never heard of it.

Commissioner Murray asked how the survey would be distributed. Assistant Director Tackabery responded through Friday folders and on the Internet.

Commissioner Lundstrom suggested getting a list of the parent volunteers who have been coordinating the program for the last couple of years. Send the survey directly to those folks. Have their names and what schools they're at. She would like people who have been involved in this to respond to it.

Commissioner Murray asked if we're paying for return postage. If we don't, we will not get a good response back.

Commissioner Lundstrom suggested that seven pages are too long. Assistant Director Tackabery stated it's really four pages as a foldout.

Commissioner Breen questioned sending out the full survey, why not a statistical sample with better outreach.

Commissioner Murray noted that the introductory information assumes there is a problem. Maybe they don't think there is a problem. Identify the concerns, and then ask for solutions.

Commissioner Breen suggested shortening the survey. Commissioner Lundstrom questioned why the household income. She stated that the survey could ask for suggestions. She suggested homerooms encourage carpooling

The Executive Committee requested the Safe Routes to School Parent Survey be brought back with their suggestions before going to the full TAM Board. Staff agreed it would come back at the November Exec Committee meeting.

#### **4. Strategic Plan Policy and Schedule**

Executive Director Steinhauser began the discussion by talking about the draft schedule. TAM staff now wish to capture the financial assumptions within a larger Strategic Plan document. The Strategic Plan will have a number of overall guiding principles, as well as establish policies and procedures for the allocation and usage of Measure A funds, guiding both TAM staff and project and program sponsors: The Executive Committee is asked to consider the Guiding Principles, as well as the Strategic Plan adoption schedule.

Executive Director Steinhauser stated an option was adopt a pro-rata share of funding and make adjustments after the information comes. Commissioner Murray suggested pro-rata placeholders and then plug in information that can't exceed the numbers.

Commissioner Murray questioned where the three Guide Principles came from. Executive Director Steinhauser answered that staff took what was in the expenditure plan as elements for consideration and tried to capture them within the themes.

Commissioner Murray questioned the need for environmental language. Executive Director Steinhauser responded it could be tied into project delivery. Commission Murray questioned the need for some language regarding disruption to people.

The Executive Committee requested a stand-alone bullet for environment language combined with a statement regarding distribution to people when doing the projects. Staff agreed to fold this into the document.

There was discussion of the following Staff Report bullet: Support timely and cost-effective project delivery, ensuring all strategies progress towards measurable improvements. Executive Director Steinhauser stated the purpose of this was to make sure the money is active.

Commission Murray moved and Commissioner Lundstrom seconded a recommendation that the Executive Committee concur with the Guiding Principles and the Revised Strategic Plan Development Schedule with the changes to the timeline and the addition of the bullet for environmental language and disruption to people. The Committee unanimously supported the action.

## **5. Highway 101 GAP Closure Projects**

Executive Director Steinhauser introduced the Highway 101 GAP Closure Projects. She stated we're heavily involved in meeting the requirements of the Expenditure Plans in the vicinity of the Segment 4 Gap Closure Project. This is the implementation of sound-absorbing material, and the implementation of a Class 1 bike/ped path. .

Connie Preston of Vali Cooper Consultants discussed having reviewed various alternatives for the bike/ped bath with TAM's partners on the project, the City of San Rafael, Caltrans, and SMART as well as bicycle advocates from the Marin County Bicycle Coalition and have narrowed options down to two primary alternatives, one on east side of the road, and the other one on the west side of the road. Upon further investigation, there have been some issues that impact the western alternative and have made it more difficult to implement. The current agreement with all parties is between Mission and Linden the bike/ped will be on the east side. The TAM Executive Committee reviewed and discussed the alternatives and reviewed the map.

Executive Director Steinhauser discussed the relocation of the soundwall in the Segment 4 Gap Closure project as requested by SMART, noting the staff report: The issue for TAM to consider is that a funding agreement with SMART will indicate SMART's inability to commit to a firm date for reimbursement to TAM for the soundwall support or construction costs. In order not to delay the HOV lane project, the environmental clearance and design work must start no later than January 2006, with the release of an RFP for this work no later than end-November 2005. Depending on the source, interim funding may or may not be available in this timeline. If TAM is willing to use a fund source under its control for the design of the relocated soundwall, in order not to delay the highway project, it may need to dedicate those funds prior to a definitive reimbursement commitment from SMART. An appropriately dedicated fund source such as the future sales tax for SMART will not be available for this support activity or for the commitment of construction funds. Likewise, in June 2006, so as not to delay the construction of the relocated soundwall as part of the Gap Closure project, TAM may need to dedicate construction capital funds, as well, prior to a definitive reimbursement commitment from SMART. Note that public outreach and acceptance for this relocated wall will also need to occur.

Discussion ensued over the risk of TAM reimbursement from SMART being delayed, and the risk to the Gap Closure project schedule due to a significant amount of work needing to be accomplished in a very short period of time. A brief memo from Supervisor Hal Brown expressing reluctance to support this effort due to these risks was discussed. The Exec Committee agreed that the soundwall relocation was likely not in the best interest of TAM to pursue at this time.

Commissioner Murray suggested TAM invite SMART to the TAM board meeting.

## **6. 2006 State Transportation Improvement Program (STIP)**

Executive Director Steinhauser reported on this item. Due to the continued fiscal crisis in the State Highway Account, the California Transportation Commission (CTC) is proposing that the funding programmed in the 2004 STIP be respread. The funding shown is still highly uncertain, with revenues projected from Prop 42 and tribal gaming bonds. The CTC is expected to likely continue its allocation practices over the past few years and prioritize capacity increasing projects with the limited funds that actually are available in any given fiscal year. She discussed the recommended Marin County 2006 RTIP submittal to MTC. Staff recommends reserving first couple of years of funding to deal with the Gap Closure. We need to retain a 2.2 million dollar commitment for the Marin Sonoma Narrows project in 2007/2008. She noted the staff recommendation included a Public Transportation Account eligible project, the Novato Transit hub in Novato, noting 70% of the money available is PTA funds that must be spent on transit projects.

Commissioner Murray moved and Commissioner Lundstrom seconded a recommendation to take the STIP funding priorities to the Board. The Exec Committee supported the action unanimously.

## **7. Open Time for Public Expression**

Commissioner Lundstrom requested an update on the process of the Nonmotorized Transportation Project. Assistant Director Tackabery responded there would be an update at the December TAM board meeting.

There was no further public comment.

*Chair Murray adjourned the Executive TAM meeting at 3:35 p.m.*